



AGENDA
June 4, 2019
Council Conference Meeting
7:00 p.m.

APPOINTMENTS

PRESENTATIONS

BIDS

2019 Construction of ADA Compliant Curb Ramps
2019 Various Road Improvements
Crossing Guard Services

RESOLUTIONS

Finance Policy Committee

1. Resolution authorizing the Chief Financial Officer to refund Recreation Department fees
2. Resolution authorizing the Chief Financial Officer to draw warrant for overpaid taxes in 2019
3. Resolution establishing estimated tax rate
4. Resolution awarding contract to FVHD Architects and Planners, LLC for meeting space upgrades
5. Resolution authorizing the Chief Financial Officer to sign biweekly warrants for 2019 non-union employee salaries effective January 1, 2019
6. Resolution authorizing the Chief Financial Officer to sign biweekly warrants for the non-union library employee salaries effective January 1, 2019
7. Resolution to approve insertion of special item of revenue in the municipal budget (Sustainable Jersey Grant)
8. Resolution to approve insertion of special item of revenue in the municipal budget (Clean Communities Grant)
9. Resolution authorizing an award of contract for crossing guard services
10. Resolution requesting permission for Dedication by Rider for Donations – Acceptance Of Bequests And Gifts for Public Art

Public Safety, Transportation and Parking Committee

Code Review & Town Property Committee

1. Resolution to approve Sidewalk Café License
2. Resolution to approve annual renewal of Alcoholic Beverage Liquor Licenses

Public Works Committee

ORDINANCES

GENERAL BUSINESS

COMMITTEE REPORTS

OPEN DISCUSSION BY CITIZENS (as needed)

EXECUTIVE SESSION

REMINDER

Next Conference Meeting – June 18, 2019

Next Council Meeting – June 18, 2019

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

JUNE 4, 2019

RESOLVED, that the Town Treasurer be authorized to refund the following fees to the following individuals:

<u>Name</u>	<u>Account</u>	<u>Class</u>	<u>Fee</u>
James Wells 499 Cranford Ave Cranford, NJ 07016	Pool #195	Refund Pool Membership Switched Memberships	\$120.00
Chunrui Sun 225 Welch Way Westfield, NJ 07090	Pool #195	Refund Pool Membership Switched Memberships	\$100.00

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY
RESOLUTION NO.

FINANCE POLICY COMMITTEE

JUNE 4, 2019

RESOLVED that the Chief Financial Officer be and he hereby is authorized to draw warrants to the following persons, these amounts being overpaid for 2019:

Block/Lot/Qualifier <u>Name</u>	<u>Property Address</u>	<u>Quarter/Year</u> <u>Amount</u>
1902/10	219 Sunset Avenue	Sewer/2019 \$415.00
3307/2	445-449 South Avenue East	Sewer/2019 \$415.00

Both checks payable to:

Lehigh Hanson, Inc.
Accounts Payable

Mail to:

Lehigh Hanson, Inc.
Attn: Aldric Thanarse
300 E. John Carpenter Frwy
Irving, Texas 75062

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY
RESOLUTION NO. 2019

FINANCE POLICY COMMITTEE

JUNE 4, 2019

WHEREAS, the County Board of Taxation is unable to certify the tax rate throughout the county in a timely fashion and the Municipal Tax Collector will be unable to mail the tax bills on a timely basis; and

WHEREAS, the Municipal Tax Collector, in consultation with the Municipal Chief Financial Officer, has computed an estimated tax levy in accordance with N.J.S.A. 54:4-66.3 and they have signed a certification showing the tax levies for the previous year, the tax rates and the range of permitted estimated tax levies;

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Westfield in the County of Union and the State of New Jersey on this 4th day of June, 2019, as follows:

1. The Municipal Tax Collector is hereby authorized and directed to prepare and issue estimated tax bills for the Town of Westfield for the third installment of 2019 taxes. The Tax Collector shall proceed and take such actions as permitted and required by P.L. 1994, c.72 (N.J.S.A. 54:4-66.2 and 54:4-66.3).
2. The entire estimated tax levy for 2019 is hereby set at \$177,389,411.03
3. In accordance with the law, the third installation of 2019 taxes shall not be subject to interest until the later of the end of the grace period, or the twenty-fifth calendar day after the date the estimated tax bills were mailed. The estimated tax bills shall contain a notice specifying the date on which interest may begin to accrue.

<u>2019 CERTIFICATION</u>	
Municipal	\$27,9796,294.66
School	\$104,749,790.00
Library	\$2,633,514.00
County	\$40,813,766.08
Open Space	<u>\$1,216,046.29</u>
Totals	\$177,389,411.03

Divided by the assessed value of \$8,254,337,891

= Tax rate of 2.149

CERTIFICATION

Calculation of the 2019 Estimated Tax Rate

Proposed 2019 Adopted Municipal Budget
 2019 Adopted School Budget
 2019 Adopted Library Budget
 2019 Proposed County Levy

2018 Tax Levy & Tax Rate

2019 Estimated Range for Levy

	<u>2018 Levy</u>	<u>Tax rate</u>	<u>95%</u>	<u>105%</u>
Municipal	\$27,975,396.02	1.498	\$26,576,626.22	\$29,374,165.82
School	\$101,933,988.00	5.457	\$96,837,288.60	\$107,030,687.40
Library	\$2,571,941.25	0.138	\$2,443,344.19	\$2,700,538.31
County	\$40,028,117.41	2.142	\$38,026,711.54	\$42,029,523.28
Open Space	<u>\$1,166,662.81</u>	<u>0.062</u>	<u>\$1,108,329.67</u>	<u>\$1,224,995.95</u>
Totals	\$173,676,105.49	9.297	\$164,992,300.22	\$182,359,910.76

Amount to be Raised by Taxation

	<u>2019</u>	<u>Tax Rate</u>	
Municipal	\$27,976,294.66	0.339	(Adopted budget does not exceed 105%)
School	\$104,749,790.00	1.269	(Adopted budget does not exceed 105%)
Library	\$2,633,514.00	0.032	(Adopted budget does not exceed 105%)
County	\$40,813,766.08	0.494	(Adopted budget does not exceed 105%)
Open Space	<u>\$1,216,046.29</u>	<u>0.015</u>	(Adopted budget does not exceed 105%)
Totals	\$177,389,411.03	2.149	

(The Amount to be Raised by Taxation divided by the 2019 Ratable Total of \$8,254,337,891

= Tax Rate of 2.149)

Prepared and Certified By:

Municipal Chief Financial Officer
License N-0504

Municipal Tax Collector
License T-8388

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

JUNE 4, 2019

WHEREAS, a need exists for upgrades to the Town Council Chambers and other meeting rooms within the Town of Westfield Municipal Building; and

WHEREAS, it is necessary to conduct a review and evaluation of each meeting room in connection with these upgrades, including mechanical, electrical, and plumbing systems, as well as a review of the Town's AV/Broadcast video system; and

WHEREAS, quotes were requested for this service, with a submission by FVHD Architects and Planners, LLC, 1515 Lower Ferry Road, Trenton, New Jersey 08618, at a cost not to exceed \$17,400; and

WHEREAS, the Town of Westfield has deemed that the background, experience and qualifications of the respondent herein satisfy the criteria set forth in the request for quotes; and

WHEREAS, the Town Treasurer has certified to the availability of adequate funds for payment, which will be charged to 19-001-185-215, and prepared in accordance with N.J.A.C. 5:30 1.10.

NOW, THEREFORE, BE IT RESOLVED by the Town Council of the Town of Westfield as follows:

1. FVHD Architects and Planners, LLC be and hereby is awarded a contract to review and evaluation as described above; and
2. The term of the contract will be for a term of one (1) year; and
3. The proper Town Officials be and hereby are authorized to take whatever actions are appropriate in the execution and discharge of this Contract.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO. 2019

FINANCE POLICY COMMITTEE

JUNE 4, 2019

RESOLVED that the payroll consisting of the following regularly salaried employees of the Town of Westfield be adopted effective January 1, 2019 and that the Chief Financial Officer be authorized to draw warrants to their order, biweekly, as their names appear on the departmental payrolls, and that the Mayor and the Town Clerk be, and they are hereby, authorized to sign a warrant in compliance thereto for the amount of the payroll biweekly:

<u>Name</u>	<u>Title</u>	
James H. Gildea	Town Administrator	\$184,442
Joan Thermann	Executive Assistant	\$ 85,793
Scott Olsen	Chief Financial Officer	\$153,121
Jessica Wang	Payroll/Benefits Manager	\$ 78,578
Tara Rowley	Town Clerk	\$103,771
Maureen Lawshe	Deputy Town Clerk	\$ 62,651
Annamarie Switzer	Tax Assessor	\$ 97,858
Henry Wang	Tax Collector	\$ 76,875
Steve Freedman	Construction Official	\$119,805
Keith Allara	Electrical Subcode Inspector	\$ 79,663
Michael Cuppari	Custodian	\$ 44,600
Chris Battiloro	Police Chief	\$153,500
Raeann Anthony	Administrative Secretary	\$ 67,809
Scott Mersereau	Parking Services Director	\$ 77,644
David Kelly	Fire Chief	\$154,046
Anthony Tiller	Deputy Fire Chief	\$137,406
Kris McAloon	Town Engineer	\$141,753
Chris Roth	Engineering Inspector	\$ 69,500
Kathleen Neville	Zoning Officer	\$ 83,212
Kathleen Nemeth	Assistant Zoning Officer	\$ 58,205
Paul Horta	Town Surveyor	\$ 99,834
Donald Sammet	Town Planner	\$111,260
Gregory O'Neil	Director of Public Works	\$112,929
Craig Gibson	Supervisor–Public Works	\$ 84,347
Eugene Watkins	Supervisor–Public Works	\$ 84,347
Richard Eubanks	Supervisor–Public Works	\$ 84,347
Robert Kosciolek	Supervisor–Public Works	\$ 84,347
Don Bogardus	Director of Recreation	\$ 99,579
Heather Ferratti	Assistant Director of Recreation	\$ 73,713
Carol Salvaggio	Municipal Court Administrator	\$ 85,528
Parag Patel	Municipal Magistrate	\$ 59,450
Robert Bohrod	Municipal Defender	\$ 15,375
Yvette Gibbons	Municipal Prosecutor	\$ 32,800

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

JUNE 4, 2019

WHEREAS, the Board of Trustees of the Westfield Memorial Library, pursuant to authority granted to the Trustees by Statute, has adopted a payroll for employees and the salary amounts;

NOW, THEREFORE BE IT RESOLVED, that the payroll consisting of the following regularly salaried employees of the Westfield Memorial Library be adopted retroactive to be effective January 1, 2019 and that the Chief Financial Officer be authorized to draw warrants to their order, biweekly, as their names appear on the departmental payrolls, and that the Mayor and the Town Clerk be, and they are hereby, authorized to sign a warrant in compliance thereto for the amount of the payroll biweekly:

<u>Name</u>	<u>Title</u>	
Phil Israel	Library Director	\$113,778
Jennifer Schultz	Librarian - Dept. Head	\$ 84,222
Adrienne Basso	Librarian – Dept. Head	\$ 77,692
Mary Adams	Librarian – Dept. Head	\$ 68,814
Jeannine Forbes	Library Associate	\$ 44,882
Issac Lebron	Senior Custodian	\$ 46,594
Maryann Prokop	Office Manager	\$ 54,031
Warren Hoffman	Library Assistant I	\$ 37,199
Emily Pope	Library Assistant I	\$ 34,765

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

JUNE 4, 2019

WHEREAS, N.J.S.A.40A:4-87 (Chapter 159, P.L. 1948) provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by the law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, the Director may also approve the insertion of any item of appropriation for an equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Town of Westfield hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget year 2019 in the sum of \$2,000.00, which is now available from the Sustainable Jersey Grant funded by PSE&G; and

BE IT FURTHER RESOLVED that the like sum be, and the same is hereby appropriated under the following caption:

General Appropriations	
Sustainable Jersey Grant	\$2,000.00

BE IT FURTHER RESOLVED that one copy of this resolution be forwarded electronically to the Division of Local Government Services by the Chief Financial Officer.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

JUNE 4, 2019

WHEREAS, N.J.S.A.40A:4-87 (Chapter 159, P.L. 1948) provides that the Director of the Division of Local Government Services may approve the insertion of any special item of revenue in the budget of any county or municipality when such item shall have been made available by the law and the amount thereof was not determined at the time of the adoption of the budget, and

WHEREAS, the Director may also approve the insertion of any item of appropriation for an equal amount;

NOW, THEREFORE, BE IT RESOLVED that the Town of Westfield hereby requests the Director of the Division of Local Government Services to approve the insertion of an item of revenue in the budget year 2019 in the sum of \$61,023.30, which is now available from the Solid Waste Administration FY 2019 Clean Communities grant; and

BE IT FURTHER RESOLVED that the like sum be, and the same is hereby appropriated under the following caption:

General Appropriations	
Clean Communities	\$61,023.30

BE IT FURTHER RESOLVED that one copy of this resolution be forwarded electronically to the Division of Local Government Services by the Chief Financial Officer.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY
RESOLUTION NO.

FINANCE POLICY COMMITTEE

JUNE 4, 2019

WHEREAS, sealed bids were received on May 29, 2019 by the Town Clerk for **Crossing Guard Services for the Westfield Police Department** for term beginning July 1, 2019 and ending June 30, 2020; and

WHEREAS, the low bid in the amount of \$609,496 submitted by All City Management Services, 10440 Pioneer Boulevard, Suite 5, Santa Fe Springs, CA 90670 has been analyzed and found to be in conformance with the appropriate plans and specifications; and

WHEREAS, the Town Treasurer has certified to the availability of adequate funds for payment, which will be charged to Account No. 19-001-132-100, and prepared in accordance with N.J.A.C. 5:30 1.10.

NOW, THEREFORE, E IT RESOLVED by the Town Council of the Town of Westfield that a contract for **Crossing Guard Services for the Westfield Police Department** be and hereby is awarded to All City Management Services, 10440 Pioneer Boulevard, Suite 5, Santa Fe Springs, CA 90670 at a cost not to exceed \$609,496; subject to the availability of funds in the 2020 operating budget; and

BE IT FURTHER RESOLVED, that the proper Town Officials be, and hereby are, authorized to take whatever actions are appropriate in the execution of discharge of this Contract.

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY

RESOLUTION NO.

FINANCE POLICY COMMITTEE

JUNE 4, 2019

RESOLUTION REQUESTING PERMISSION FOR THE DEDICATION
BY RIDER FOR DONATIONS – ACCEPTANCE OF BEQUESTS AND GIFTS
REQUIRED BY N.J.S.A. 40A:5-29

WHEREAS, permission is required of the Director of the Division of Local Government Services for approval as a dedication by rider of revenues received by a municipality when the revenue is not subject to reasonably accurate estimates in advance, and

WHEREAS, N.J.S.A 40A:5-29 provides for receipt of Donations – Acceptance of Bequests and Gifts for Public Art throughout the Town of Westfield to provide for the operating costs to administer this act, and

WHEREAS, N.J.S.A. 40A:4-39 provides that dedicated revenues anticipated from Donations – Acceptance of Bequests and Gifts for Public Art throughout the Town of Westfield are hereby anticipated as revenue and are hereby appropriated for the purpose to which said revenue is dedicated by statute or other legal requirement.

NOW, THEREFORE, BE IT RESOLVED, by the Council of the Town of Westfield, County of Union, New Jersey, as follows:

1. The Governing Body does hereby request permission of the Director of the Division of Local Government Services to pay expenditures for Donations – Acceptance of Bequests and Gifts for Public Art throughout the Town of Westfield, as authorized under N.J.S.A. 40A:5-9.
2. The Clerk of the Town of Westfield, County of Union is hereby directed to forward two certified copies of this Resolution to the Director of the Division of Local Government Services.

TOWN OF WESTFIELD

WESTFIELD NEW JERSEY

RESOLUTION NO.

CODE REVIEW & TOWN PROPERTY COMMITTEE

JUNE 4, 2019

WHEREAS, pursuant to Chapter 24 Article VII Section 24-47 of the Town Code the Town Council has authorized the licensing of Sidewalk Cafés, and

WHEREAS, the establishments listed have made application as required by Sec. 24-48 of the Town Code, and

WHEREAS, the establishments listed have met all the terms and conditions as required,

NOW, THEREFORE BE IT RESOLVED, that the Town Council of the Town of Westfield hereby grants licenses to the establishments listed to operate sidewalk cafés and the Town Clerk be, and is hereby authorized to issue said licenses.

Boxwood Coffee Roasters

143 East Broad Street

TOWN OF WESTFIELD
WESTFIELD NEW JERSEY
RESOLUTION NO.

CODE REVIEW & TOWN PROPERTY COMMITTEE

JUNE 4, 2019

BE IT RESOLVED that application for the following liquor license renewals for the 2018-2019 licensing term be and hereby are granted, subject to full compliance with Alcoholic Beverage Law R.S. 33:1.1 et. seq.:

PLENARY RETAIL CONSUMPTION LICENSE

Ferraro's Restaurant Group, LLC t/a Ferraro's 2020-33-025-009	8-14 Elm Street
Chez Catherine Inc. (Hotel Conditional) t/a Chez Catherine 2020-33-024-007	431 North Avenue West
Echo Lake Country Club 2020-33-027-002	515 Springfield Avenue
DU International, LLC t/a Akai Lounge 2020-33-005-007	102 East Broad Street
Prospect Associates, LLC t/a 16 Prospect Wine Bar and Bistro 2020-33-015-010	16 Prospect Street

PLENARY RETAIL DISTRIBUTION LICENSE

Trader Joe's East, Inc. t/a. Trader Joe's 2020-44-008-007	155 Elm Street
Shreeji Holdings, LLC. 2020-44-013-008 t/a Liquor Basket of Westfield	115 Quimby Street
Elicia Corporation t/a Nos Vinos 2020-44-010-010	127 Central Avenue
Thakorji Corp. t/a Peterson's Wines Unlimited 2020-44-012-004	1120 South Avenue West
Sunrise Shoprite Liquors, Inc. t/a/ ShopRite Liquors of Westfield 2020-44-011-007	333 South Avenue East
Parikhs Corporation t/a Central Avenue Wines & Liquors 2020-44-018-010	781 Central Avenue

CLUB LICENSE

Italian American Club
2020-31-021-001

505 Central Avenue

Centennial Lodge #400 IBPOE
2020-31-020-001

444 West Broad Street



**TOWN OF WESTFIELD
TOWN COUNCIL
REGULAR MEETING**

**Tuesday, June 4, 2019
8:00 PM**

PROPOSED AGENDA

This agenda is prepared for the information of the public. It is the order of the meeting; however, if changes in order, deletions or additions are made, they will be noted at the time.

1. Roll Call
2. Invocation
3. Salute to the flag
4. Presentations

Proclamations:
Gay Pride Month
National Gun Violence Awareness Day

Recognition of Jaimie DeDea,
WHS Senior – Union County Municipal Alliance Volunteer of the Year

5. Appointments
6. Advertised Hearings

GENERAL ORDINANCE NO. 2132

AN ORDINANCE TO AMEND GENERAL ORDINANCE NO. 2105 ENTITLED - “AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF WESTFIELD CHAPTER 2, “ADMINISTRATION,” ARTICLE II, TOWN OFFICERS AND EMPLOYEES, DIVISION 3, PERSONNEL POSITIONS AND SALARY SCHEDULE,” SEC. 2-12.28, “SCHEDULE.”

GENERAL ORDINANCE NO. 2133

AN ORDINANCE TO AMEND THE CODE OF THE TOWN OF WESTFIELD, CHAPTER 13 (Stop Intersection-Elizabeth Avenue and Boynton Avenue)

GENERAL ORDINANCE NO. 2134

AN ORDINANCE AMENDING THE CODE OF THE TOWN OF WESTFIELD, NEW JERSEY, TO PERMIT OVERNIGHT PARKING ON WEEKENDS

GENERAL ORDINANCE NO. 2135

AN ORDINANCE DESIGNATING 314 MOUNTAIN AVENUE, SHOWN ON THE TOWN TAX MAPS AS BLOCK 2403, LOT 10, AND COMMONLY KNOWN AS THE “REEVE HOUSE”, AS A HISTORIC LANDMARK AND MODIFYING THE ZONING MAP

GENERAL ORDINANCE NO. 2136

AN ORDINANCE DESIGNATING 201 MOUNTAIN AVENUE, SHOWN ON THE TOWN TAX MAPS AS BLOCK 2407, LOT 1, AND COMMONLY KNOWN AS “TRIANGLE PARK”, AS A HISTORIC LANDMARK AND MODIFYING THE ZONING MAP

GENERAL ORDINANCE NO. 2137

ORDINANCE TO AMEND AND RESTATE THE TREE PRESERVATION ORDINANCE OF THE TOWN OF WESTFIELD

7. Approval of Minutes from Town Council Conference Session held May 21, 2019
Approval of Minutes from Town Council Regular Meeting held May 21, 2019
Approval of Minutes from Town Council Executive Session held May 21, 2019
8. Petitions and Communications
9. Open discussion by citizens
10. Bills and Claims in the amount of \$567,003.08
11. Reports of Standing Committees

Finance Policy Committee

11. Resolution authorizing the Chief Financial Officer to refund Recreation Department fees
12. Resolution authorizing the Chief Financial Officer to draw warrant for overpaid taxes in 2019
13. Resolution establishing estimated tax rate
14. Resolution awarding contract to FVHD Architects and Planners, LLC for meeting space upgrades
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19. Resolution authorizing an award of contract for crossing guard services
20. Resolution requesting permission for Dedication by Rider for Donations – Acceptance Of Bequests And Gifts for Public Art

Code Review & Town Property Committee

3. Resolution to approve Sidewalk Café License
4. Resolution to approve annual renewal of Alcoholic Beverage Liquor Licenses

Public Works Committee

12. Reports of Department Heads

Adjournment